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Jde/Commo

25 Feb. 1959  
MS-1861

MEMORANDUM FOR: Acting Deputy Director (Support)

SUBJECT : Reorganization of the Office of Communications

1. This memorandum contains a recommendation for your approval in Paragraph 5.

2. The Director of Communications (Annex I) has submitted a proposed reorganization of the Office of Communications (dated 23 Sept. '58, modified 10 Nov. '58) that would be accomplished without an increase in over-all O/C personnel ceiling. The proposal also contains a proposed organization chart to be published in the Agency Regulations.

3. The Director of Personnel has approved the proposal with certain exceptions, as indicated in Annex II. The reorganization, as approved by the Office of Personnel, has little or no effect on the over-all average grade for the Office of Communications. The Chief, Budget Division (Annex III) has approved the proposal and has no budgetary objections to the proposed reorganization.

4. The Office of Communications organization chart, which appears as Fig. 4 of Agency Regulation [ ] dated 17 Feb. '56, is affected by this change and should therefore be revised in accordance with Annex I, Tab E. 25X1

5. Your approval is recommended for the proposed reorganization as amended by Annex II and the publication of the revised organization chart (Annex I, Tab E). 003

Document No. 003  
☐ NO CHANGE in Class. ☐  
☐ DECLASSIFIED  
 Class. CHANGED TO: TS S C  
 DDA Memo, 4 Apr 77  
 Auth: DDA REG. 77/1763  
 Date: 20/3/78 By: [ ]

## Attachments:

- Annex I - O/C proposal
- Annex II - D/Pers. comments
- Annex III - Bud/Div. comments

## Distribution:

- O & 1 - D/Pers., w/atts.
- 3 - ADD/S, w/atts.
- 1 - D/Commo, w/o atts.
- 1 - Pub.(DD/S), w/chart
- 1 - Compt, w/o atts.
- 1 - Mgmt Staff, w/atts. ✓
- 1 - Mgmt Staff, chrono
- 1 - Mgmt Staff, comeback

Signed

[ ] 59  
Chief, Management Staff

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25X1

The recommendation in Paragraph 5 above is approved.

Date 2 March 1959

Signed

H. GATES LLOYD

Acting Deputy Director (Support)

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